

Minutes
Catawba County Board of Commissioners
Regular Session, Monday, May 5, 2003, 9:30 a.m.

Agreements

Agreement with Western Piedmont Council of Governments (WPCOG) For the provision of Grant Management Assistance – Urgent Repair Housing Projects	13	05/05/03
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Appointments

WPCOG Workforce Development Board	5	05/05/03
Hickory Metro Higher Education Board of Directors	5	05/05/03
Hickory Metro Higher Education Center Advisory Board	5	05/05/03

Budget

Revised Schedule for Budget Hearings	16	05/05/03
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Building Inspections

Resolution (Interlocal Agreement) with Hickory to Perform Building Services	11	05/05/03
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Closed Session

NCGS 143-318.11 (a) (4) To discuss matters relating to the location or expansion of industries	16	05/05/03
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Commissioners, Board of

Board of Commissioners Spring Planning Retreat	5	05/05/03
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Emergency Services

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Resolution No. 2003-16, Declaration of Surplus Property and Authorization of Sale by Public Auction	9	05/05/03
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Sarah Talbert, Hickory Board of Education	4	05/05/03
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Habitat for Humanity of Catawba Valley

Waiver of Solid Waste Disposal Fees	5	05/05/03
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Hickory, City of

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Murray's Mill

Resolution No. 2003-19 Clean Water Management Funding to Acquire Property for Preservation and a Conservation Easement	15	05/05/03
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Ordinances

No. 2003-09 Catawba County's Project Budget Ordinance for the 2003 Urgent Repair Grant	14	05/05/03
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Personnel

Revision of Interlocal Agreements with Association Risk Management Pools	7	05/05/03
Res No. 2003-13 Adopt the Interlocal Agreement and to Join the NC Association of County Commissioners Health Insurance Trust	7	05/05/03
Res No. 2003-14 Adopt the Interlocal Agreement and to Join the NC Association of County Commissioners Joint Risk Management Agency Worker's Compensation Fund	8	05/05/03
Res No. 2003-15 Adopt the Interlocal Agreement and to Join the NC Counties Liability and Property Joint Risk Management Agency	8	05/05/03

Planning

Agreement with Western Piedmont Council of Governments (WPCOG) For the provision of Grant Management Assistance – Urgent Repair Housing Projects	13	05/05/03
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Resolution No. 2003-17, Declaration of Surplus Property and Donation to the Work and Ride Program – Work First	10	05/05/05

Resolutions

No. 2003-12 Rescheduling Spring Planning Retreat	5	05/05/03
No. 2003-13 Adopt the Interlocal Agreement and to Join the NC Association of County Commissioners Health Insurance Trust	7	05/05/03
No. 2003-14 Adopt the Interlocal Agreement and to Join the NC Association of County Commissioners Joint Risk Management Agency Worker's Compensation Fund	8	05/05/03
No. 2003-15 Adopt the Interlocal Agreement and to Join the NC Counties Liability and Property Joint Risk Management Agency	8	05/05/03
No. 2003-16, Declaration of Surplus Property and Authorization of Sale by Public Auction	9	05/05/03
No. 2003-17, Declaration of Surplus Property and Donation to the Work and Ride Program – Work First	10	05/05/03
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Risk Management

Revision of Interlocal Agreements with Association Risk Management Pools	7	05/05/03
No. 2003-13 Adopt the Interlocal Agreement and to Join the NC Association of County Commissioners Health Insurance Trust	7	05/05/03
No. 2003-14 Adopt the Interlocal Agreement and to Join the NC Association of County Commissioners Joint Risk Management Agency Worker's Compensation Fund	8	05/05/03
No. 2003-15 Adopt the Interlocal Agreement and to Join the NC Counties Liability and Property Joint Risk Management Agency	8	05/05/03

Sheriff's Office

Sheriff's Deputy Breverly Johnson retirement	4	05/05/03
Additional Funds needed for Inmate Housing at the Burke Catawba District Confinement Facility (BCDCF)	5	05/05/03
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WPCOG

Agreement with Western Piedmont Council of Governments (WPCOG) For the provision of Grant Management Assistance – Urgent Repair Housing Projects	13	05/05/03
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The Catawba County Board of Commissioners met in regular session on Monday, May 5, 2003, 9:30 a.m., at the 1924 Courthouse, Robert E. Hibbitts Meeting Room, 30 North College Avenue, Newton, North Carolina.

Present were Chair Katherine W. Barnes, Vice Chairman Dan A. Hunsucker, Commissioners Glenn E. Barger, Barbara G. Beatty, and Lynn M. Lail.

Absent: None.

A quorum was present.

Also present were County Manager/Deputy Clerk J. Thomas Lundy, Deputy County Manager Steven D. Wyatt, Assistant County Manager Mick W. Berry, County Attorney Robert Oren Eades, Staff Attorney Debra Bechtel, and County Clerk Thelda B. Rhoney.

1. Chair Barnes called the meeting to order at 9:30 a.m.
2. Invocation offered by Commissioner Hunsucker. Chair Barnes led in the Pledge of Allegiance to the Flag.
3. Commissioner Hunsucker made a motion to approve the minutes from the regular session of Monday, April 21, 2003. The motion carried unanimously.
4. Special Guests and Public Comment.

Chair Barnes recognized Sarah Talbert, Chairperson Hickory Board of Education. No one made public comment.

5. Presentations:

- a. Declare Sheriff's Deputy Breverly Johnson's service side arm and badge as surplus pursuant to North Carolina General Statutes 20-187.2 and present same to her on the occasion of her retirement.

Commissioner Beatty made a motion to declare Deputy Johnson's service side arm and badge as surplus pursuant to North Carolina General Statutes 20-187.2 and present same to her on the occasion of her retirement. The motion carried unanimously.

Sheriff L. David Huffman present Ms. Johnson with her service side arm and badge.

Ms. Johnson thanked Sheriff Huffman and Catawba County.

Sheriff Huffman distributed blue ribbons to the Board for auto antennas in honor of Law Enforcement Week during the week of May 11, 2003.

- b. Emergency Services David Weldon presented a short video of EMS in action. Mr. Weldon introduced EMS Manager Bryan D. Blanton and EMS Training Officer Sylvia Fisher.

Commissioner Hunsucker presented a Proclamation for Emergency Medical Service Week, May 18-24, 2003, to EMS Manager Bryan D. Blanton.

- c. Commissioner Beatty presented a Proclamation for Mental Health Month to Mental Health Director John M. Hardy.

- d. Commissioner Barger presented a Proclamation for Older Americans Month to Social Work Program Manager Grace E. McLeod.

Ms. McLeod thanked the Board for its continued support. The County has over 1,400 residential care beds and over 700 of those are nursing home and 17 are family home care.

6. Appointments:

WPCOG Workforce Development Board:

Commissioner Lail recommended the following to the Workforce Development Board:

Susan Bricker - Private Industry
Melton Hope - Private Industry
Pete Miller - Private Industry
Jim Packer - Private Industry
Bobby Boyd - Community Based Organization
Bebe Leitch - Economic Development Agency
Henry Steele - Rehabilitation Agency
Gary McClure - Organized Labor
Allan Mackie - Public Employment Service Representative

Hickory Metro Higher Education Board of Directors:

Chair Barnes recommended that she be appointed to the Board of Directors.

Hickory Metro Higher Education Center Advisory Board:

Chair Barnes recommended the appointments of Pope Shuford, Ann Gaither, Tony Pope, and Leroy Lail. (Ms. Barnes said this board will be comprised of 25 members to advise the HMHE Board of Directors.)

Commissioner Lail made a motion to approve the aforementioned appointments. The motion carried unanimously.

7. Consent agenda:

County Manager J. Thomas Lundy presented the following consent agenda:

- a. Resolution rescheduling date for the Board of Commissioners Spring Planning Retreat.

**RESOLUTION NO. 2003-12
Rescheduling Spring Planning Retreat**

WHEREAS, on March 17, 2003, the Catawba County Board of Commissioners postponed its March 21, 2003, Spring Planning Retreat.

NOW, THEREFORE, BE IT RESOLVED THAT THE CATAWBA COUNTY BOARD OF COMMISSIONERS has rescheduled its Spring Planning Retreat for Tuesday, May 13, 2003, from 7:30 a.m. until 12:00 noon, at the Agriculture Resources Center (ARC), David L. Stewart meeting room, located at 1175 South Brady Avenue, Newton, North Carolina.

This the 5th day of May, 2003.

/s/ Katherine W. Barnes, Chair
County Board of Catawba Commissioners

- b. Waiver of Solid Waste Disposal Fees for Habitat for Humanity of Catawba Valley.

Habitat for Humanity of Catawba Valley requested a waiver of solid waste -tipping fees for clearing lots on Robinson Road in Newton in order to construct homes. Mr. Rob Howard, Construction Coordinator requested the waiver of fees for land clearing debris. The land clearing will begin as soon as possible and will be transported to the Blackburn Landfill Facility. Staff recommended the Board of Commissioners waive the fees.

- c. Additional Funds Needed to Cover Overages for Inmate Housing at the Burke Catawba District Confinement Facility (BCDCF).

The total inmate population that Catawba County is responsible for has been increasing over the past several years. This fiscal year the average daily population at the main jail in Newton has been over

capacity. At the same time we have been using all of our beds at the BCDCF as well as renting beds from Burke County. In February and March we rented an average of 13 beds per day and the bed needs do not appear to be decreasing in April. At this usage rate, the County will incur an additional \$79,000 over what is currently budgeted in bed rental fees between now and the end of this fiscal year. In order to more accurately reflect the costs of each county to house prisoners at the BCDCF, the facility has started billing back each county for the medical expenses incurred as a result of each county's inmates. This expense was not originally budgeted this fiscal year and based on the average expense to date we will incur an additional \$8,000 in medical expenses through the end of the year. Based on last fiscal year's audit we owe Burke County an additional \$58,122 for debt service for the facility. The Finance and Personnel Subcommittee recommended that the Board of Commissioners allocate funds from the general fund to cover anticipated overages in the costs associated with Catawba County's ownership and bed rental at the Burke Catawba District Confinement Facility (BCDCF), as well as debt service owed to Burke County for our participation in the facility in an amount of \$145,125.

SUPPLEMENTAL APPROPRIATION:

<u>Revenue</u>	
110-190050-690100	\$145,125
Fund Balance Applied	
 <u>Appropriation:</u>	
110-220250-857915	\$145,125
Contract Burke County	

d. Allocation of State Controlled Substance Tax Revenues.

The Sheriff's Office proposed spending funds from the aforementioned revenues for the following:

- Eight Tactical Vests for members of the STAR Team in the amount of \$10,000 – Higher threat level bulletproof and stab resistant vests designed for SWAT operations.
- Pole Cam System for the Narcotics Division in the amount of \$3,200 – Replacement of an older camera system that is mounted on telephone poles in drug suspect areas to covertly monitor activities.
- Two replacement laptops for patrol vehicles in the amount of \$4,200 – Several of the original laptops placed in service are in need of repair and are due for replacement but with the budget cuts over the past couple of years no laptops have been budgeted for replacement.
- Replacement suit for McGruff in the amount of \$1,555 – McGruff is used at all local festivals, fair, and other community events to highlight crime prevention initiatives, the existing suit is over 10 years old and the lining as well as coolant system is worn out.
- Hands-free phone adapters for administrative staff in the amount of \$3,000 – Staff frequently looks up the status of papers or search for other information in the computer system while talking to citizens. This is difficult to do while holding a phone. Staff frequently assists citizens at the counters or leave their stations to locate officers. A hands-free adapter would allow them to do this without leaving the phones unattended.
- Crime Prevention Brochures in the amount of \$1,500 – With the budget cuts over the past few years, funding for Crime Prevention has been drastically cut. These funds would allow the division to restock depleted supplies of educational materials and brochures on Crime Prevention programs offered by the department.
- Ten licenses for TX Messenger Software for Mobile Data Terminals (MDTs) in the amount of \$4,600 for new software is available to upgrade some of the newer MDTs purchased by the department to a more user friendly interface with the state DCI system and will improve the ability to send text messages between cars and the Communications Center.

The Finance and Personnel Subcommittee recommended that the Board of Commissioners appropriate revenues received from the NC Department of Revenue in the amount of \$28,055. These revenues are taxes collected from convicted drug offenders and are to be spent on non-recurring items to assist law enforcement.

Supplemental Appropriation:

Revenue

110-210250-630450	\$28,055
Controlled Substance Tax	

Appropriation:

110-210050-831015	\$10,000
Uniforms & Clothing	

110-210250-870150	\$3,200
Small Tools – DP Equipment	

110-210050-870150	\$8,800
Small Tools – DP Equipment	

110-210050-870100	\$3,000
Small Tools	

110-210150-870100	\$1,555
Small Tools	

110-210150-841030	\$1,500
Printing & Binding	

- e. Revision of Interlocal Agreements between Catawba County and the Association Risk Management Pools.

The NCACC Risk Management Pools were formed to meet the insurance needs of local governments. The original Interlocal Agreements have not been changed since the inception of each of the Pools. The Pools are respectively named Group Benefits Pool, Liability and Property Pool, and Workers Compensation Pool. Catawba County began participating in each Pool on the following dates – Health and Benefits Pool 2002, Liability and Property Pool 1987, and Workers Compensation Pool 1982. The changes in the Interlocal Agreements have been reorganized to make their formats consistent with each other. Provisions for coverage agreements are revised annually and have been removed from the Interlocal Agreements. A few provisions that duplicated language in the Bylaws have been removed from the Interlocal Agreements. Each member of each pool will need to adopt resolutions revising each Pool's Interlocal Agreement. The Finance and Personnel Subcommittee recommended that the Board of Commissioners adopt resolutions for each revised Interlocal Agreement for participation in the NCACC Risk Management Pools.

Resolution No. 2003-13
Resolution to Adopt the Interlocal Agreement and to Join
the North Carolina Association of County Commissioners
Health Insurance Trust

WHEREAS, Catawba County desires to provide to its employees insurance and other benefits as authorized by G.S. 153A-92 (d); and

WHEREAS, the North Carolina Association of County Commissioners Health Insurance Trust, d.b.a. NCACC Group Benefits Pool; hereafter called the Pool, has been established pursuant to G.S. §153A-445 (a)(1) and G.S. §160-A-460 through §160A-464; and

WHEREAS, it is desirable for Catawba County to join the Pool to provide a method of risk sharing and/or group purchase of coverage.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Catawba County hereby adopts the interlocal agreement entitled "Interlocal Agreement for a Group Self-Insurance Fund for

Health, Dental, Life and Disability Risk Sharing or Group Purchase of Coverage” and thereby joins and agrees to participate in the NCACC Group Benefits Pool which has been formed to create a group fund to pay and service the health-related claims of the employees of the counties and other local agencies joining the Pool

BE IT FURTHER RESOLVED that Katherine W. Barnes, Chair is authorized to execute the application to join NCACC Group Benefit Pool.

This the 5th day of May, 2003.

/s/ Katherine W. Barnes, Chair
County Board of Catawba Commissioners

Attest: /s/ Thelda B. Rhoney, Clerk

Resolution No. 2003-14
Resolution to Adopt the Interlocal Agreement and to Join the
North Carolina Association of County Commissioners Joint
Risk Management Agency Worker’s Compensation Fund

WHEREAS, Catawba County is required to provide payment of workers’ compensation claims to employees; and

WHEREAS, the North Carolina Worker’ Compensation Joint Risk Management Agency d/b/a NCACC Workers’ Compensation Pool, hereafter called the Pool, has been established pursuant to G.S. §153A-445 (a)(1) and G.S. §160A-460 through §160A-464; and

WHEREAS, it is desirable for Catawba County to join the pool to provide a method of risk sharing and/or group purchase of coverage.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Catawba County hereby adopts the interlocal agreement entitled “Interlocal Agreement for a Group Self-Insurance Fund for Workers’ Compensation Risk Sharing or Group Purchase of Coverage” and thereby joins and agrees to participate in the NCACC Workers’ Compensation Pool which has been formed to create a group fund to pay and service the workers’ compensation claims of the employees of the counties and other local agencies joining the pool

BE IT FUTHER RESOLVED that Katherine W. Barnes, Chair is authorized to execute the application to join the NCACC Workers’ Compensation Pool.

This the 5th day of May, 2003.

/s/ Katherine W. Barnes, Chair
County Board of Catawba Commissioners

Attest: /s/ Thelda B. Rhoney, Clerk

Resolution No. 2003-15
Resolution to Adopt the Interlocal Agreement and to Join the
North Carolina Counties Liability and Property Joint Risk Management Agency

WHEREAS, Catawba County desires to protect against liability claims and property losses and to provide for payment of claims or losses for which the county may be liable; and

WHEREAS, the North Carolina Counties Liability and Property Joint Risk Management Agency d.b.a. NCACC Liability and Property Pool; hereafter called the Pool, has been established pursuant to G.S. §153A-445 (a)(1) and G.S. §160A-460 through §160A-464; and

WHEREAS, it is desirable for Catawba County to join the pool to provide a method of risk sharing and/or group purchase of coverage.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Catawba County hereby adopts the Interlocal Agreement entitled "Interlocal Agreement for a Group Self-Insurance Fund for Liability and Property Risk Sharing or Group Purchase of Coverage" and thereby joins and agrees to participate in the NCACC Liability & Property Pool which has been formed to create a group fund to pay and service the liability claims and property losses of the counties and other local agencies joining the Pool.

BE IT FUTHER RESOLVED that Katherine W. Barnes, Chair is authorized to execute the application to join the NCACC Workers' Compensation Pool.

This the 5th day of May, 2003.

/s/ Katherine W. Barnes, Chair
County Board of Catawba Commissioners

Attest: /s/ Thelda B. Rhoney, Clerk

f. Resolution for Disposal of Surplus Property.

Pursuant to the General Statute 160A-270, county governments are permitted to declare items that are no longer useful to the governing body as surplus and sell at public auction. The auction will be conducted at the Government Center, and will begin at 10:00 a.m., on Saturday, May 17, 2003. Yount/Raybon & Associates will perform the auctioneering services for a fee of 7 percent. The Finance and Personnel Subcommittee recommended that the Board of Commissioners adopt the following resolution

**Resolution No. 2003-16
Declaration of Surplus Property and
Authorization of Sale by Public Auction**

WHEREAS, Catawba County has the authority to declare property no longer needed as surplus and dispose of it according to the precepts of NCGS 160A-270; and

WHEREAS, the following property is no longer needed for any governmental use by Catawba County:

1978 Ford Dump Truck (1 ton)
1992 Jeep Cherokee Wagon
1994 Toyota Four-Runner (2-Wheel Drive)
1995 Isuzu Rodeo
(4) 1996 Ford Crown Victoria
(2) 1997 Ford Crown Victoria
(3) 1998 Ford Crown Victoria
1999 Ford Crown Victoria
(2) 1990 Ford F350 Ambulance
1991 Ford Ambulance
1992 Ford Ambulance
1988 Ford Ambulance
1993 Dodge B350 Van (1 ton)
1994 Dodge B350 Van (1 ton)
1995 Dodge B350 Van (1 ton)
computer equipment
library shelving
magazine racks
desks
chairs
3M EF5000 Document Camera
copier
fax machine
(3) safes
typewriters
film projectors
microfilm reader printers

exam light and stool
doors
walkie-talkies
and other miscellaneous items

WHEREAS, it is the intent of the County to sell said items at public auction, at 10:00 a.m., Saturday, May 17, 2003, behind the Government Center, 100A South West Boulevard, Newton, NC; and

WHEREAS, notice of this resolution will be duly advertised ten days prior to sale; and

WHEREAS, all items to be sold as is, all sales final, cash or approved check only;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby declares said property as surplus and authorizes the Purchasing Agent to sell said property at public auction to the highest bidder on Saturday, May 17, 2003.

This the 5th day of May, 2003.

/s/ Katherine W. Barnes, Chair
County Board of Catawba Commissioners

g. Donation of Vehicle – Work and Ride Program.

The Work and Ride program is a partnership between Social Services, Cooperative Christian Ministries and the Faith Community Task Force on Poverty. The program is designed to connect donated, roadworthy cars with low-income adults who need reliable transportation because they are working or attending training leading to employment. The vehicles are checked out by a mechanic at no cost to the donor and are stored with the mechanic until awarded. A selection committee conducts a screening process on all applications to ensure the program's goals are met. The applicant must show financial need, prove transportation is a significant barrier in obtaining or keeping a job, have a driver's license and a good driving record, and commit to attend a budgeting and basic car repair class. Many of the applicants are current or former Work First recipients. General Statute 160A-279 states that a county may convey to a public or private entity surplus automobiles without compensation or without the requirement that the automobiles be used for a public purpose if the vehicles are given to Work First participants. The recipients are to be selected by the Department of Social Services under the rules adopted by the local department. Social Services can require an appropriate security interest in the vehicle, including a lien or lease, until such time as the Work First participant satisfactorily completes the requirements of the Work First program. The participant may be required to pay for a license, tag, and/or title. The Finance and Personnel Subcommittee recommended that the Board of Commissioners adopt the following resolution:

Resolution No. 2003-17
Declaration of Surplus Property and Donation to
the Work and Ride Program – Work First

WHEREAS, Catawba County has the authority to declare property no longer needed as surplus and donate said property according to the precepts of NCGS 160A-279; and

WHEREAS, the following property: 1991 Chevrolet Lumina - is no longer needed for any governmental use by Catawba County; and

WHEREAS, the Work and Ride program is a partnership between Social Services, Cooperative Christian Ministries and the Faith Community Task Force on Poverty; and

WHEREAS, the Work and Ride program provides donated, roadworthy vehicles to low income adults who need reliable transportation to seek or maintain employment; and

WHEREAS, the Catawba County Board of Commissioners by this resolution donate the vehicle specified above to the Work and Ride program; and

WHEREAS, said vehicle shall be given to the Work First participants as selected by the Catawba

County Department of Social Services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby declares said property as surplus and authorizes the vehicle to be donated to the Work and Ride Program.

This the 5th day of May, 2003.

/s/ Katherine W. Barnes, Chair
County Board of Catawba Commissioners

h. Supplemental Appropriation for 2002 General Obligation Refunding Bonds.

Local governments in North Carolina are allowed to refund existing General Obligation (G.O.) debt to take advantage of lower interest rates. With interest rates at historic lows, on December 10, 2002, \$14.5 million of the County's \$70 million in outstanding General Obligation debt was refunded, which resulted in savings of approximately \$750,000 in interest costs for the County. Associated expenses were incurred with the bond refunding for a financial advisor, bond attorney, Local Government Commission, rating agencies, and other miscellaneous items such as telephone and postage amounting to approximately \$60,000. With interest rates fluctuating in the spring and summer of 2002, the timing of a potential bond sale was uncertain as well as the amount of related expenses. Therefore, funds were not appropriated in the FY 2003 budget. The Finance and Personnel Subcommittee recommended that the Board of Commissioners appropriate \$60,000 from fund balance for expenses relating to sale of Series 2002 General Obligation Refunding Bonds on December 10, 2002.

Accounting Services		Fund Balance Appropriated	
110-170050-856100	\$60,000	110-190050-690100	\$60,000

Commissioner Barger made a motion to approve the consent agenda. The motion carried unanimously.

End Consent Agenda

8. Departmental Reports:

a. Utilities and Engineering:

1. Resolution (Interlocal Agreement) with the City of Hickory to Perform Building Services.

Deputy County Manager Steve D. Wyatt said Catawba County currently provides building inspection service for the municipalities of Catawba, Claremont, Conover, Long View, Newton, and Maiden, and the City of Hickory provides that service in its planning jurisdiction. Staff of the City of Hickory and Catawba County have had discussions over the years about combining the programs into a countywide building service with the exception of the Town of Brookford. Several years ago, after the last discussion, the City and the County initially agreed not to merge, but to move the two departments closer together in terms of fees and procedures and services.

Catawba County staff and City of Hickory staff have agreed that now is a good time to move forward with a countywide effort, and Catawba County is preparing to implement Building Inspection Services within the Hickory Regional Planning jurisdiction on July 1, 2003. As staff plans for implementation, it is critical that stakeholders and customers provide input and suggestions to insure consistency, customer service, and the right balance between protecting the safety of the citizens and encouraging and promoting economic development.

Two stakeholder meetings to solicit suggestions to improve building services countywide are being held on Thursday, May 1, and Friday, May 9, from 8:00-9:30 a.m. at the Catawba County Public Health Department Building (located behind Catawba Valley Medical Center). County staff will be soliciting suggestions on how to increase timely, consistent and courteous customer service while protecting the investment and safety of the business and home owning public. Staff wants a countywide Department of Building Services which will insure consistency and strengthen the economic partnership between the building industry, local government and the citizens.

A satellite permit center will be located at Hickory City Hall mirroring the current Newton location. At this time, staff is working on developing details.

The Policy and Public Works Subcommittee recommended that the Board of Commissioners adopt a resolution accepting responsibility to provide Building Inspection services in the Hickory Regional Planning Area by Catawba County effective July 1, 2003. As the merged department is designed, the focus will be to protect public safety by ensuring all buildings are built to code while promoting economic development through a partnership with the building industry. County staff will immediately begin the process of transition with the ultimate goal of providing building services countywide with the best customer service possible.

Resolution No. 2003-18
Building Inspection Services

WHEREAS, City of Hickory (hereinafter "City") has requested Catawba County (hereinafter "County") to assume responsibility for Building Inspection Services (hereinafter "Services") within the City's Regional Planning Area; and

WHEREAS, County has agreed, pending approval from its Board of Commissioners, to provide Services within City's Regional Planning Area beginning July 1, 2003; and

WHEREAS, County will provide the same level of Services, at the same rates, to former customers of City, that County provides to all its other customers, which Services will include the issuance of permits, reviewing blueprints and conducting inspections; and

WHEREAS, County will also work with City to (i) coordinate final inspections, (ii) conduct ABC inspections, (iii) conduct change of occupancy inspections, (iv) implement the rehabilitation sub-code, (v) conduct the local option plan and (vi) attend pre-construction conferences, all of which joint activities will take place in City's Development Assistance Center (hereinafter "DAC"); and

WHEREAS, City's customers will be able to utilize a designated location at DAC for one-stop permitting ; and

WHEREAS, County will be responsible for financing Services through application of a uniform user fee schedule, plus any general fund appropriation necessary; and

WHEREAS, County will maintain an inspections office within the City, provided that City makes available adequate and sufficient office space, office furnishings, utilities and janitorial services at no cost to County. In addition, City will also provide County with sufficient office space at DAC to enable County to assist City customers with regard to one-stop permitting. County will provide the same level of services at both locations; and

WHEREAS, City will transfer to County, at no cost, ownership of vehicles and equipment currently utilized by City in providing building inspection services. County will assume responsibility for insurance, fuel, maintenance and replacement of such vehicles and equipment. City will allow County inspectors to fuel and obtain repairs at City's maintenance facility. City will invoice County for actual expenses for maintenance of said vehicles and equipment; and

WHEREAS, County will provide its building inspectors with lap top computers for doing fieldwork. City will provide work stations for said computers in Hickory City Hall; and

WHEREAS, County may offer employment to City's building inspection personnel, based upon County's need. Any former City employee hired by County will be subject to County's employment policies, including salary, benefits, longevity and annual leave. County will honor the length of service with City for any such employee hired, and will credit such employee for longevity, retirement and medical leave purposes. Any City employees who not hired by County will be subject to City's reduction in force policy; and

WHEREAS, The parties will use their mutual best efforts to determine the most efficient method for interfacing City's current inspection software with County's software system.

WHEREAS, City will continue to issue permits and do inspections for City's minimum housing and housing rehabilitation customers, separate and distinct from the merged inspection system contemplated herein.

NOW, THEREFORE, BE IT RESOLVED that Catawba County and City of Hickory agree to merge Building Inspection Services departments, pursuant to the terms and conditions set forth above, commencing on the First day of July, 2003; and

BE IT FURTHER RESOLVED the Catawba County Board of Commissioners hereby accepts and enters into this proposed merger pursuant to the foregoing terms and conditions.

Dated this the 5th day of May, 2003.

/s/ Katherine W. Barnes, Chair
County Board of Catawba Commissioners

Gerald Kamp said he has been in the business for 30 years and he is excited about the idea. Both departments have good and bad things. He said the management of each department is very well qualified and he recommended the County utilize the people we currently have. He also recommended that the leader come from within the combined department.

After a brief discussion, Commissioner Beatty made a motion to adopt the aforementioned resolution. The motion carried unanimously.

b. Tax Office:

1. Appropriation of Funds for Tax Auditing Services.

Tax Administrator Randy W. Moose said In the current year budget \$49,936 was budgeted and approved in the auditing services account for the auditing of businesses and corporations by Tax Management Associates (TMA). The County uses TMA to aggressively pursue the discovery of unlisted business personal property. This is a revenue generating program in which 50 percent of the first \$100,000 of tax discovered and 25 percent of the remainder is paid to the auditing service. The balance becomes new tax revenues for the County and Cities. Payment to TMA is made after the taxpayer has paid the discovery tax bill to Catawba County. TMA provides auditing services for 60 counties in North Carolina. In this fiscal year a total of \$404,184 was discovered in new taxes by TMA. Of this amount \$197,637 was County and Fire Districts and \$206,546 was Cities. Auditing fees of \$126,333 have been invoiced and paid to TMA. The County's share of this payment is \$61,886 and the Cities share was \$64,447. The Cities share is paid by the respective municipalities involved and credited to the Tax Collector's budget; however, though the revenue is recorded in the property tax line-item it leaves a projected shortage in the expense line of \$76,500. This appropriation will correct the expense deficit. Net revenue recovered by the County after TMA fees was \$135,751. The Finance and Personnel Subcommittee recommended that the Board of Commissioners approve a supplemental appropriation of \$76,500 to cover the cost of tax auditing as follows:

Supplemental Appropriation

110-130100-610100	Property Tax	\$76,500
110-130040-856700	Auditing Services	\$76,500

Commissioner Lail recommended that staff maintain a business friendly relationship.

After a brief discussion, Commissioner Hunsucker made a motion to approve the aforementioned appropriation of funds for tax auditing services. The motion carried unanimously.

c. Planning:

1. North Carolina Housing Finance Agency (HFA) 2003 Urgent Repair Program (URP 03).

Planning Director Jacky M. Eubanks said there is no local match for this grant and the grant application did not require board action, only a \$50 application fee. The North Carolina Housing Finance Agency announced on January 22, 2003, that Catawba County had been awarded a 2003 Urgent Repair Grant in the amount of \$75,000. The program will assist approximately 22 low-income households by providing energy efficiency improvements and minor structural repairs. The WPCOG will provide day-to-day management of the program with administration oversight being provided by the Planning Department. In order to satisfy grants the following actions are necessary. The Finance and Personnel Subcommittee recommended that the Board of Commissioners approve the following items associated with the Catawba County URP03 Grant:

- a. Agreement between the Western Piedmont Council of Governments (WPCOG) and Catawba County for the provision of Grant Management Assistance – Urgent Repair Housing Projects – May 1, 2003 – October 31, 2004 (Copy of Agreement on file in the Office of Planning Director);
- b. Projects Budget Ordinance in the amount of \$75,000 for rehabilitation and administration.

**Ordinance No. 2003-09
Catawba County's Project Budget Ordinance
for the 2003 Urgent Repair Grant**

Be it ordained by the County Commissioners of the Catawba County that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted.

Section 1. The project authorized is the Community Development Project described in the work statement contained in the Funding Agreement URP#0303 between this unit and the North Carolina Housing Finance Agency. This project is more familiarly known as the 2003 Catawba County Urgent Repair Program.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the Department of Commerce, and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project.

Revenues

North Carolina Housing Finance Agency-URP

NCHFA-URP Grants Revenue	\$75,000
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Section 4. The following amounts are appropriated for the project:

Expenditures

North Carolina Housing Finance Agency-URP

Rehabilitation-URP	\$65,000
WPCOG/Administration	<u>\$10,000</u>
	\$75,000

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement(s) and federal and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this Board.

Section 9. Copies of this grant project ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this the 5th day of May, 2003.

/s/ Katherine W. Barnes, Chair
Catawba County Board of Commissioners

Attest: /s/ Thelda B. Rhoney, County Clerk

- c. Urgent Repair Program Assistance Policy (Copy of Policy on file in the Office of Planning Director.)
- d. Urgent Repair Program Complaint Procedure (Copy of Procedure on file in the Office of Planning Director).

Commissioner Lail made a motion to approve the agreement with the Western Piedmont Council of Governments for the provision of Grant Management Assistance – Urgent Repair Housing Projects; adoption of Projects Budget Ordinance in the amount of \$75,000 for rehabilitation and administration; and approval of the Urgent Repair Program Assistance Policy and Urgent Repair Program Complaint Procedure. The motion carried unanimously.

2. Catawba County Historical Association's Request for Clean Water Management Trust Funding.

Assistant Planner Richard B. Smith said North Carolina's Clean Water Management Trust Fund (CWMTF) was established by the General Assembly in 1996 (Article 13A; Chapter 113 of the North Carolina General Statutes.) The funding from the CWMTF is allocated to local governments in the form of grants to help finance projects that protect water resources. Recognizing that local governments can offer the best solutions to solving local water quality issues, the CWMTF grants are effective incentives for bringing ideas off the table and into reality. The 18 member, independent, CWMTF Board of Trustees has full responsibility over the allocation of moneys from the fund. The Catawba County Historical Association has indicated that they would be willing to match up to \$200,000 for the acquisition of property for preservation and a conservation easement at this historic site. Specifically, the Bowman property that is adjacent to the General Store is available and the Association would like to acquire it in order to include it as part of this historic site. This property is approximately 10.86 acres and has a house located on it. Over 500 feet of Balls Creek runs through this property. Acquisition of the Bowman property will allow the Historical Association to connect the existing Murray's Mill property to an approximately 25 acre remediation site now owned by the North Carolina Department of Transportation but which will be conveyed to the Historical Association. This site is heavily wooded and contains several important natural areas. The Association would also like to establish a conservation easement around the lake on the Stewart property. The Murray's Mill Historic District is listed on the National Register of Historic Places. This property acquisition and conservation easement would enhance the recreational opportunities for this site. These improvements would also increase travel and

tourism to our County. Based on this information, staff recommends adoption of the attached resolution to support this request. He said Mr. David Steward will offer a 50 foot buffer around the lake.

Resolution No. 2003-19
Resolution Regarding Clean Water Management Funding to Acquire Property for
Preservation and a Conservation Easement

WHEREAS, the Murray's Mill Historic District is located within the boundaries of Catawba County, North Carolina; and

WHEREAS, the Murray's Mill Historic District is on the National Register of Historic Places; and

WHEREAS, the Murray's Mill Historic District is recognized not only for its historic significance, but also for its natural, country setting; and

WHEREAS, the Catawba County Historical Association will be making application to the North Carolina Clean Water Management Trust Fund for funding to acquire property for preservation and a conservation easement at this historic site.

NOW, THEREFORE, BE IT RESOLVED that the Catawba County Board of Commissioners respectfully supports this application and requests the North Carolina Clean Water Management Trust Fund Board of Trustees to approve this request for funding.

This the 5th day of May, 2003.

/s/ Katherine W. Barnes, Chair
County Board of Catawba Commissioners

After a brief discussion, Commissioner Beatty made a motion to adopt the aforementioned resolution. The motion carried unanimously.

9. Attorneys' Report. None.

10. Manager's Report.

a. Revised Schedule for Budget Hearings.

1. Mr. Lundy said there were several conflicts with Budget Hearings the afternoon of Wednesday, May 28, 2003; therefore, he recommended that the Board combine budget hearings for the afternoons of Tuesday, May 27, 2003, and Wednesday, May 28, 2003, and consolidate the hearings into one day on Tuesday, May 27, 2003 beginning at 8:00 a.m. with a break for lunch, then continue for the afternoon.

Commissioner Hunsucker made a motion to change the dates of the Budget Hearings previously scheduled for the afternoons of Tuesday, May 27, 2003, and Wednesday, May 28, 2003, and consolidate the hearings into one day on Tuesday, May 27, 2003 beginning at 8:00 a.m. The motion carried unanimously.

11. Other items of business.

a. Commissioner Beatty requested that Public Services Administrator Jack Chandler report on the Household Hazardous Waste Collection of Saturday, May 3, 2003.

Mr. Chandler said there were 523 cars that came through and at times some people had to wait in line up to an hour. The citizens were most grateful for this service.

b. Closed Session.

1. Mr. Lundy requested a Closed Session pursuant to NC General Statute 143-318.11 (a) (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body. He said he did not anticipate any action after closed session.

At 10:42 a.m., Commissioner Barger made a motion to recess into Closed Session pursuant to NC General Statute 143-318.11 (a) (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body. The motion carried unanimously.

At 11:15 a.m., Commissioner Barger made a motion to return to open session. The motion carried unanimously.

12. Adjournment.

At 11:15 a.m. there being no further business to come before the Board, Commissioner Hunsucker made a motion to adjourn. The motion carried unanimously.

Katherine W. Barnes
Chair, Board of Commissioners

Thelda B. Rhoney
County Clerk